



PARTNERING FOR OUR
SUSTAINABLE FUTURE

**Legacy Steering Committee
April 15, 2011
Double Tree Hotel, Trader Duke's
South Burlington
8:00-9:30**

MINUTES

Facilitator: Joe Speidel
Note taker: Hillary Hutchins

Called to order at 8:12

In attendance: David Rafael (Landworks, Guest), Penrose Jackson (FAHC), Joe Speidel (UVM), Gioia Thompson (UVM), Wanda Hines (CEDO), Kate Westdijk (UVM), Lea Turhune (NPA), Larry Kupferman (CEDO), Mary Sullivan (BED), Jeannie Collins (BSD), Michel George (Champlain), Medina Jusufagic (Bosnian Lilies), Jennifer Green (CEDO, staff)

1. March 16th Meeting Minutes approved

2. Updates from Steering Committee Members

Wanda:

- Spoke on the conclusions from the diversity and unity retreat
- Compiled 100 names of minority participant leaders to bring together 40 people to focus on these issues
- Opportunity to talk about where you've been and the future

Penrose:

- FAHC is working on a community assessment
- Social determinence of health will probably be looked at closely

Lea:

- Once a year NPAs hold a "Neighborhood Improvement Night"
- Proposed what a program would look like for the Legacy Project to present at the next event

Kate:

- Have designated over 30 courses at UVM that will be service-learning courses

3. “Celebrate Burlington 2011” Debrief:

- Next year’s theme – the larger regional work and Legacy specific
- Try to make it more family oriented

4. Governance of the Legacy Steering Committee

- Mission still is to update the plan and continue to get the word out
- The issue of capacity and functions was raised.
- We should continue to be a body that represents the 4 “E’s” well
- Jen should next pull together a chart to lay out where each member can decide their place in their membership, what division they represent, etc
- Lea suggests that the NPAs should be named as one of the institutions in this document
- We need a city council member present, and perhaps have an alternate

5. Social Equity, Diversity, and the Legacy Steering Committee

- Perhaps have diversity training for the steering committee
- Idea of a “refugee experience” presentation
- Both UVM and Champlain College have facilitators and trainings
- It would be great to use the Legacy website to capture resources in the community
- Suggest that we form a committee to look into this
- Recommend short and long term goals. Short-term goals would be resources on the web. Medium goal would be internal training and long-term goal would be for the larger community. Short-term goals, including a developed plan should be completed by June 2011.
- Penrose suggests that we connect with Winooski when working with diversity issues

6. Committee Work and Next Steps

- The work on the website is progressing well
- Interns require specific projects and guidelines – Jen can draft up social marketing internship and send to Michel for his review
- Linked in could be a great resource for this committee
- Each sub committees should be responsible for providing reports on a regular basis
- Sub-committee functions should be added to the Mayor’s Governance Document
- A work plan and timeline might be a good tool. A very clear and concise goal outline, creating a legacy timeline for the year
- How are the groups being formed? Groups should be more autonomous and proactive
- There will be two “Doodle” Links: One for the social media outreach and one for

- the diversity committee
- Michel will volunteer to do research on how sub committees work

7. Regional Sustainability Planning and Legacy and Next Steps

David:

- Effort will create an integrated regional sustainability plan, and Legacy Update
- On May 25th there will be a retreat for the steering committee
- This effort is unique -- county wide and implementation money available

Meeting was adjourned at 9:30

IMMEDIATE NEXT STEPS FOR LEGACY STAFF:

1. Provide Mayor Kiss with updated Legacy SC membership chart and affiliation, including term limit information
2. Set up doodle link schedule to assist in creation of Equity Sub-committee
3. Set up doodle link schedule to assist in creation of Marketing and Outreach Sub-committee
4. Add NPA and City Council representation to Mayoral Governance memo
5. Draft Internship description for Michel – get posted through Champlain network including Elaine Young